

Allhallows Parish Council

32 Willowbank Drive, High Halstow, Rochester, Kent ME3 8TW

Tel: 01634 250258 e-mail: allhallowspc@gmail.com

www.allhallowspc.kentparishes.gov.uk

Agenda reference: C/8/2014/1-19

TO ALL MEMBERS OF THE COUNCIL

2nd April 2014

NOTICE is hereby given that the next ordinary meeting of the Parish Council will be held on Wednesday 9th April 2014 at 6:30 pm at the Village Hall, Stoke Road, Allhallows, Kent.
You are hereby summoned to attend. The agenda is as follows:

AGENDA

1. To receive apologies for absence.
2. To receive Declarations Pecuniary Interest (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda and following the Medway Council Code of Conduct.
3. To consider any dispensation requests from member's with DPI's in relation to the agenda.
4. To approve the minutes of the Parish Council meeting held on 12th February 2014.
5. Matters arising from the above minutes not otherwise on the agenda.
6. To note the updates on the action points from previous meetings.
7. Code of conduct: Gifts and Hospitality declarations

8. Planning

- | | | |
|------------------------------|---|---|
| a) Applications | MC/11/2516 Lodge Hill
Chattenden
MC/14/0567 26 Stoke Road
Allhallows | Outline planning application.
Papers already circulated
Variation on planning permission
MC/12/0373. Papers already
circulated. |
| b) Decisions | MC/14/0075 Allhallows Touring
Caravan Park. | Refusal. Papers already
circulated |
| c) Appeals and other matters | | None at time of agenda |

9. Finance

- a) To note bank account balances and end of month reconciliation on financial statement
- b) To note cheques signed since last meeting and standing orders paid
- c) To note and approve accounts for payment
- d) To note 2013/14 Budget monitoring update, income and expenditure reports and forecast outturn
- e) To check and sign end of month bank reconciliation for February 2014
- f) To make arrangements for HMRC PAYE to be paid by electronic bank transfer each month
- g) To agree to payment by direct debit for all Parish Council utilities
- h) To consider recommendations from the Finance Committee meeting held on 26th March 2014
 - i. Outsourced payroll increases
 - ii. Additional signatory for bank account and revised signing arrangements
 - iii. Relief caretaker budget
- i) Annual subscriptions – renewals for approval
 - i. Society of Local Council Clerks
 - ii. Kent Association of Local councils
 - iii. Action with Communities in Rural Kent

- j) To consider estimate for repair of Caretaker Store in Village Hall car park

10. Highways & Transport

- a) Public rights of way: Footpaths Officer report
- b) Kissing gate: Update
- c) Road safety: To note correspondence regarding the exit to Stoke Road from Village Hall and Rosehip Drive

11. Management of the Council's Land and Property

- a) Playpark
Playground plans: Update
- b) Recreation ground
To seek agreement to proceed with additional football goal
- c) The Brimp
Fencing estimates

12. Flower beds and walls by the shops

Update

13. Correspondence

To note correspondence received and replies issued since last meeting.

14. Bourne Leisure liaison update

15. To agree date and time of Extraordinary Parish Council meeting

To agree proposal for meeting on Wednesday 30th April 2014 at 6:30pm to approve the end of year accounts.

16. Annual Parish Assembly

- a) To agree date, time and venue
- b) To agree invitation list
- c) To agree short list of speakers to invite
- d) To agree cost limit and action for catering

17. Date and time of next meeting

SUSPENSION OF MEETING FOR PUBLIC SESSION

15 minute session: To receive questions and comments from the public. Matters raised may be placed on the agenda for the next or subsequent meeting(s).

CONFIDENTIAL SECTION

Motion to be made under the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press and broadcast media during the discussion, due to the confidential and staff related nature of the business to be transacted.

18. Personnel

To consider and agree recommendations from Personnel and Finance Committee for Parish Clerk and Village Caretaker salary increases.

19. Open spaces

- a) To consider grass cutting estimates
- b) To note the estimates for additional grass cutting areas

Close of meeting

Signed

Margot Sturt, Parish Clerk

Members of the public and press are welcome to attend this meeting.